

READ INSTRUCTIONS CAREFULLY

BEFORE PROCEEDING

FEDERAL COMMUNICATIONS COMMISSION

APPROVED BY OMB

3060-0589

## REMITTANCE ADVICE

SPECIAL USE

FCC USE ONLY

(1) LOCKBOX #

PAGE NO. \_\_\_\_\_ OF \_\_\_\_\_

## SECTION A - PAYER INFORMATION

(2) PAYER NAME (if paying by credit card, enter name exactly as it appears on your card)

(3) TOTAL AMOUNT PAID (dollars and cents)

\$

(4) STREET ADDRESS LINE NO. 1

(5) STREET ADDRESS LINE NO. 2

(6) CITY

(7) STATE

(8) ZIP CODE

(9) DAYTIME TELEPHONE NUMBER (Include area code)

(10) COUNTRY CODE (if not in U.S.A.)

**IF PAYER NAME AND THE APPLICANT NAME ARE DIFFERENT, COMPLETE SECTION B  
IF MORE THAN ONE APPLICANT, USE CONTINUATION SHEETS (FORM 159-C)**

## SECTION B - APPLICANT INFORMATION

(11) APPLICANT NAME (if paying by credit card, enter name exactly as it appears on your card)

(12) STREET ADDRESS LINE NO. 1

(13) STREET ADDRESS LINE NO. 2

(14) CITY

(15) STATE

(16) ZIP CODE

(17) DAYTIME TELEPHONE NUMBER (Include area code)

(18) COUNTRY CODE (if not in U.S.A.)

**COMPLETE SECTION C FOR EACH SERVICE, IF MORE BOXES ARE NEEDED, USE CONTINUATION SHEETS (FORM 159-C)**

## SECTION C - PAYMENT INFORMATION

(19A) FCC CALL SIGN/OTHER ID

(20A) PAYMENT TYPE CODE (PTC)

(21A) QUANTITY

(22A) FEE DUE FOR (PTC) IN BLOCK 20A

FCC USE ONLY

\$

(23A) FCC CODE 1

(24A) FCC CODE 2

(19B) FCC CALL SIGN/OTHER ID

(20B) PAYMENT TYPE CODE (PTC)

(21B) QUANTITY

(22B) FEE DUE FOR (PTC) IN BLOCK 20B

FCC USE ONLY

\$

(23B) FCC CODE 1

(24B) FCC CODE 2

(19C) FCC CALL SIGN/OTHER ID

(20C) PAYMENT TYPE CODE (PTC)

(21C) QUANTITY

(22C) FEE DUE FOR (PTC) IN BLOCK 20C

FCC USE ONLY

\$

(23C) FCC CODE 1

(24C) FCC CODE 2

(19D) FCC CALL SIGN/OTHER ID

(20D) PAYMENT TYPE CODE (PTC)

(21D) QUANTITY

(22D) FEE DUE FOR (PTC) IN BLOCK 20D

FCC USE ONLY

\$

(23D) FCC CODE 1

(24D) FCC CODE 2

## SECTION D - TAXPAYER INFORMATION (REQUIRED)

(25)

PAYER TIN

(26) COMPLETE THIS BLOCK ONLY IF APPLICANT NAME IN B-11 IS DIFFERENT FROM PAYER NAME IN A-2)

APPLICANT TIN

## SECTION E - CERTIFICATION

(27) CERTIFICATION STATEMENT

I, Ginger Washburn, Certify under penalty of perjury that the foregoing and supporting information  
(PRINT NAME)are true and correct to the best of my knowledge, information and belief. SIGNATURE Ginger Washburn

## SECTION F - CREDIT CARD PAYMENT INFORMATION

(28)

MASTERCARD/VISA ACCOUNT NUMBER:

EXPIRATION DATE:

MASTERCARD

MONTH YEAR

VISA

I hereby authorize the FCC to charge my VISA or MASTERCARD

AUTHORIZED SIGNATURE

DATE

for the service(s)/authorization(s) herein described.

SEE PUBLIC BURDEN ESTIMATE ON REVERSE

FCC FORM 159 JULY 1997 (REVISED)

REMITTANCE ADVICE (Continuation Sheet)

PAGE NO. \_\_\_\_\_ OF \_\_\_\_\_

USE THIS SECTION ONLY FOR EACH ADDITIONAL APPLICANT

SECTION BB - ADDITIONAL APPLICANT INFORMATION

(11) APPLICANT NAME(if paying by credit card, enter name exactly as it appears on your card)

(12) STREET ADDRESS LINE NO. 1

(13) STREET ADDRESS LINE NO. 2

(14) CITY

(15) STATE

(16) ZIP CODE

(17) DAYTIME TELEPHONE NUMBER (Include area code)

(18) COUNTRY CODE (if not in U.S.A.)

IF MORE BOXES ARE NEEDED, USE ADDITIONAL FCC 159-C CONTINUATION SHEETS TO LIST EACH SERVICE

SECTION CC - PAYMENT INFORMATION

(19A) FCC CALL SIGN/OTHER ID	(20A) PAYMENT TYPE CODE (PTC)	(21A) QUANTITY	(22A) FEE DUE FOR (PTC) IN BLOCK 20A	FCC USE ONLY
			\$	
(23A) FCC CODE 1		(24A) FCC CODE 2		
(19B) FCC CALL SIGN/OTHER ID	(20B) PAYMENT TYPE CODE (PTC)	(21B) QUANTITY	(22B) FEE DUE FOR (PTC) IN BLOCK 20B	FCC USE ONLY
			\$	
(23B) FCC CODE 1		(24B) FCC CODE 2		
(19C) FCC CALL SIGN/OTHER ID	(20C) PAYMENT TYPE CODE (PTC)	(21C) QUANTITY	(22C) FEE DUE FOR (PTC) IN BLOCK 20C	FCC USE ONLY
			\$	
(23C) FCC CODE 1		(24C) FCC CODE 2		
(19D) FCC CALL SIGN/OTHER ID	(20D) PAYMENT TYPE CODE (PTC)	(21D) QUANTITY	(22D) FEE DUE FOR (PTC) IN BLOCK 20D	FCC USE ONLY
			\$	
(23D) FCC CODE 1		(24D) FCC CODE 2		

SECTION DD - TAXPAYER INFORMATION

(25) COMPLETE THIS BLOCK ONLY IF SECTION BB IS APPLICABLE

APPLICANT TIN

0

**ADVICE REFERENCE GUIDE**  
**HOW TO USE FCC FORM 159-REMITTANCE ADVICE**

The FCC Form 159, "Remittance Advice", and FCC Form 159-C, (Continuation Sheet) is a multi-purpose form that generally accompanies (see chart below for specific instructions) any payment to the Federal Communications Commission (e.g., Regulatory Fees, Processing Fees, Auctions, Fines, Forfeitures, Freedom of Information Act (FOIA) Billings, or any other debt due to the FCC). The information on this form is collected to ensure credit for full payment, to ensure you receive any refunds due, to service public inquiries, and to comply with the Debt Collection Improvement Act of 1996.

If you are using this form to:	Then:
Pay a Regulatory Fee for Private Wireless Services	You must pay your regulatory fee, in addition to your application fee at the time of renewal or at the time the original license application is requested. Consult the appropriate FCC Fee Filing Guide on where to file for this service.
Pay a Regulatory Fee for any of the Mass Media, Common Carrier, Cable, International Services, or Commercial Wireless Services	You must submit FCC Form 159 - FCC Remittance Advice. Consult the FCC's Public Notice for specific instructions, and where to file for this service.
Pay a Processing Fee for multiple applications filed within the same lockbox with a single remittance	You must submit FCC Form 159, FCC Remittance Advice. Consult the appropriate FCC Fee Filing Guide for where to file for this service.
Pay a Processing Fee for a service that does not require a specific FCC Form, (e.g. request for Special Temporary Authority)	You must submit FCC Form 159, FCC Remittance Advice. Consult the appropriate FCC Fee Filing Guide for where to file for this service.
Pay for an Auction	You must submit FCC Form 159, FCC Remittance Advice. Consult the FCC Public Notice or Bidder's Package for specific instructions, and where to file for this service.
Pay for Fines/Forfeitures, Freedom of Information Act Fees Billings or any other debts	All customers paying for any of these categories must submit a FCC Form 159, FCC Remittance Advice, and a copy of their notice or invoice to the appropriate lockbox. Please refer to the specific instructions accompanying your billing document. Pay to the address designated on the notice or invoice you received.
Pay by credit card, money order, or wire transfer	You must submit FCC Form 159, FCC Remittance Advice.
Pay by Western Union Quick Collect	You must submit FCC Form 159, FCC Remittance Advice. Consult the appropriate FCC Fee Filing Guide for where to file for this service.

Note: Fee Filing Guides can be obtained by calling Forms Distribution -- (202) 418-3676 or 1-800-418-3676, or by calling FCC's fax-on-demand -- (202) 418-0177 from the handset of a fax machine.

**Instructions For Completing FCC Form 159 & 159-C  
(Remittance Advice & Continuation Sheet)**

**NOTE: All required blocks must be completed or it may result in a delay in processing or the return of your application.**

(1) **Lockbox No.** - Enter the appropriate six-digit P.O. Box Number as found in either the FCC Fee Filing Guide for the service requested, or as specified in the Public Notice.

**SECTION A**

(2) **Payer Name** - Enter the name of the person or company (i.e., maker of the check) making the payment. If using an individual name, enter the last name, first name, and middle initial). If a company, enter the name used commercially. If paying by credit card, enter the name exactly as it appears on your card. **(You must also complete Section D- block 25 of the taxpayer information at the bottom of the Form 159.)**

(3) **Total Amount Paid** - Enter the total amount of your remittance.

(4) **Street Address** (Line 1) - The street address or post office box number to which correspondence should be sent.

(5) **Street Address** (Line 2) - This line may be used if further identification of the address is required.

(6) **City** - The name of the city associated with the street address given in (4).

(7) **State** - If the payer has a United States mailing address enter the appropriate two-digit state abbreviation as prescribed by the U.S. Post Office. If the payer has a mailing address outside the United States, leave this section blank.

(8) **ZIP Code** - Enter the appropriate five or nine-digit ZIP code prescribed by the U.S. Post Office. If address is foreign, enter the appropriate ZIP (postal) code.

(9) **Daytime Telephone Number** - Enter the payer's ten-digit daytime telephone number, including area code.

For foreign telephone numbers include the appropriate country dialing access code, as if you were calling from the United States. This daytime number should be the number

where you can be reached during normal business hours.

(10) **Country Code** - This section is for payers who have an address outside the United States of America. Enter the appropriate code here. To obtain country code information, contact the Mailing Requirements Dept. of the U.S. Postal Service.

**SECTION B**

**COMPLETE THIS SECTION IF THE PAYER AND APPLICANT NAMES ARE DIFFERENT.**

(11) **Applicant Name, which includes Licensees, Regulatees or Debtors** - Enter the name (last, first, middle initial) as it appears on the original application or filing being submitted. If this is a company, enter name used commercially. If you are using this form to pay for multiple applicants with a single remittance, each applicant must be listed separately using the continuation sheet - Form 159-C. **(If the name is the same as the payer, (block 2), it is not necessary to fill out this section, MOVE TO SECTION C.)**

**(You must complete Section D - block 26 of the taxpayer information at the bottom of the Form 159.)**

(12) **Street Address** (Line 1) - (Same instructions as block 4 above.

(13) **Street Address** (Line 2) - (Same instructions as block 5 above

(14) **City** - (Same instructions as block 6 above.

(15) **State** - (Same instructions as block 7 above.)

(16) **ZIP Code** - (Same instructions as block 8 above.)

(17) **Daytime Telephone Number** - (Same instructions as block 9 above.)

(18) **Country Code** - (Same instructions as block 10 above.)

#### SECTION C

(19) **FCC Call Sign/Other Identifier** - Enter an applicable call sign or unique FCC identifier, if any, as prescribed by the appropriate FCC Fee Filing Guide or Public Notice.

(20) **Payment Type Code (PTC)** - Enter the appropriate payment type code for the service you are requesting as found in the appropriate FCC Fee Filing Guide or Public Notice. ***(Incorrect or omitted payment type codes may result in your application or filing being returned to you without further processing.)*** You are allowed to file multiple actions. There are three ways "multiple actions" are defined. The following examples provide instructions on how multiple actions should be filed when using FCC Forms 159 & 159-C:

(i) If a single service allows for a quantity of more than one of the same action, as defined in the appropriate Fee Filing Guide or Public Notice, complete Section C. (e.g., if you are filing an ownership report in the mass media services you may pay for both your AM & FM stations using the same payment type code and a quantity of two as long as it can be filed in the same lockbox.) Blocks 23 & 24 are only to be completed when required by Public Notice.

(ii) If you are filing concurrent actions (not the same actions) in the same lockbox, on the same application, refer to the appropriate Fee Filing Guide or Public Notice for specific instructions as to the number of quantities allowed. Complete Section C. (e.g., you may file a regulatory fee for a CARS license and Broadcast Auxiliary license or you may file a regulatory fee for a mass media service and a common carrier service on the same FCC Form 159 by using the designated payment type codes, and quantities as defined by the Public Notices.) Complete a separate item for each action required. Blocks 23 & 24 are only to be completed when required

by Public Notice.

(iii) If a single Remittance Advice is used to pay for more than one applicant, licensee, regulatee or debtor, for permitted action(s) in the same lockbox, then a Continuation Sheet (159-C) must be completed for each applicant, licensee, regulatee or debtor. (e.g., if you are paying for different applicants submitting separate Domestic 214 Applications in the common carrier services, they can all be filed on one FCC Form 159 as long as they are filed in the same lockbox. Each additional applicant must submit a separate FCC Form 159-C and all required blocks must be completed.

Remember, if any of these applications fall into category (i) or (ii) above, you can follow those instructions as well. Make sure to check the appropriate FCC Fee Filing Guide or Public Notice for any special filing stipulations that may apply.

(21) **Quantity** - Enter the total number of actions required with this submission. Refer to the FCC Fee Filing Guide or Public Notice for information concerning multiple requests.

(22) **FEE Due for (PTC) in Block 20** - Multiply the total quantity by the fee for this payment type code and enter here.

(23) **FCC Code 1** - This section is used for special filing codes as required by the Bureau/Office or Public Notice. ***Do not complete this block unless instructed to do so.***

(24) **FCC Code 2** - This section is used for special filing codes as required by the Bureau/Office or Public Notice. ***Do not complete this block unless instructed to do so.***

#### SECTION D

(25) **Payer TIN** - Enter your Taxpayer Identification Number (TIN) following the pre-printed "0". The taxpayer identification number will either be your Employer Identification Number (EIN) or Social Security Number (SSN) as reported to the Internal Revenue Service.

(26) **Applicant TIN - Complete this section only if applicant name in Section B - block 11 is different from payer name in Section A, block 2.** In accordance with the Debt Collection Improvement Act of 1996, you **must** provide your Taxpayer Identification Number (TIN). This is either your EIN or SSN as defined in item 25. You must provide a TIN for each applicant covered by this filing.

#### **SECTION E**

(27) **Certification Statement** - This section must be completed and signed. Failure to do so may delay the processing of your application/filing.

#### **SECTION F**

(28) **Credit Card Data** - If remitting payment by credit card, place an "x" in the appropriate block for the credit card being used - MasterCard or Visa only. Enter your credit card number and expiration date. Sign and date the FCC Form 159 to authorize your credit card payment. **(If any area required for credit card approval is incomplete, the application will be returned unprocessed.)**

#### **Continuation Sheet Form 159-C**

**FCC Remittance Advice Continuation Sheet (FCC Form 159-C)** - Use this form for any additional services pertaining to this filing, or if you are paying for multiple applicants with a single payment. (See Sections B,C and D of the instructions to assist you in completing this form. For each additional applicant listed in Section BB of the FCC Form 159-C, you must complete Section DD - taxpayer information at the bottom of the continuation sheet. Each additional applicant must use a separate Form 159-C.

**Note:** Checks must be denominated in U.S. Currency and deposited in a U.S. financial institution. No checks drawn on a foreign bank will be accepted.

**NOTICE TO INDIVIDUALS REQUIRED BY THE  
PRIVACY ACT OF 1974 AND THE PAPERWORK  
REDUCTION ACT**

The solicitation of the personal information requested in this form is authorized by the Communications Act, Sections 8 & 9, and other debts under the Debt Collection Improvement Act of 1996. P.L. 104-134. The form will be used primarily to capture information to maintain required accounts receivable, and collect fines and debts due the Commission. As part of the Debt Collection Improvement Act, agencies are authorized to refer specific Taxpayers Identification information which includes Employer Identification Numbers and Social Security Numbers to the Department of Treasury for further investigation and possible enforcement of a statute, rule, regulation or order. If we believe there may be a violation or potential violation of a FCC statute, regulation, rule or order, your application may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing or implementing the statute, rule, regulation or order. In certain cases, the information in your application may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government, is a party to a proceeding before the body or has an interest in the proceeding. If information requested on the form is not provided, processing of the application/filing may be delayed or returned without action pursuant to Commission rules.

If you owe a past due debt to the Federal Government, the taxpayer identification number (such as your social security number) and other information you provide may also be disclosed to the Department of the Treasury, Financial Management Service, other federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide this information to these agencies through the matching of computer records when authorized

We have estimated that each response to this collection of information will

take, on average, 30 minutes. Our estimate includes the time to read the instructions, look through existing records, gather and maintain required data, and actually review and complete the form. If you have any comments on this estimate, or on how we can improve the collection of this data to reduce the burden it causes you, please write the Federal Communications Commission, AMD-PERM, Washington, DC 20554, Paperwork Reduction Project (3060-0589). We will also accept your comments via the Internet if you send them to [jboley@fcc.gov](mailto:jboley@fcc.gov). Please **DO NOT SEND COMPLETED APPLICATION FORMS TO THIS ADDRESS.**

Remember -- You are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-0589.

This notice is required by the Privacy Act of 1974, Public Law 93-579, December 31, 1974, 5 U.S.C. Section 552a(e) (3) and the Paperwork Reduction Act of 1995, Public Law 104-13, October 1, 1995, 44 U.S.C. 3507.